

Medical Assisting – 30 credits for CAS		
Name:	Date of Entry:	Advisor:
Dual Major With:	Academic Plan Advisor:	
Transferred From:		
Credit Hours Transferred In:	Must complete 50% of degree through Helena College	

Course #	Course Title	C R	Pre - Requisites	SEM	Grade	Comments
<b>Semester One</b>						
WRIT121 or WRIT 101	Intro to Tech Writing or College Writing	3	C- or better in placement or 095			
AHMS 156	Medical Billing Fundamentals	3	<i>Fall only</i>			
M121, M 115, or M108T	College Algebra Prob and Linear Business Math	3	C- or better M 098 C- or better M 088			
CAPP 153	MS PowerPoint	3				
AHMS 144 or BIOH 201	Medical Terminology or Anatomy and Physiology I	3				
<b>Semester Two</b>						
CAPP131 or CAPP 154	Basic MS Office or MS Word	3				
TASK 113	Keyboarding and Document Processing	3				
AHMS 160 or AHMS 164	Beginning Procedural Coding or Beginning Diagnosis Coding	3	AHMS 144 <i>Spring only</i>			
TASK 150 or TASK 210	Customer Service Strategies or Office Success Strategies	3				
<b>Choose one of the following:</b>						
SOCI101	Intro to Sociology	3				
PSYX100	Intro to Psychology	3	C- or better WRIT 095 or placement WRIT 101			
<b>Developmental Coursework:</b>						